NORMAN PLANNING COMMISSION REGULAR SESSION MINUTES

OCTOBER 8, 2015

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 8th day of October, 2015. Notice and agenda of the meeting were posted at the Norman Municipal Building and online at http://www.normanok.gov/content/boards-commissions at least twenty-four hours prior to the beginning of the meeting.

Chair Sandy Bahan called the meeting to order at 6:30 p.m.

Item No. 1, being:

MEMBERS PRESENT

Roberta Pailes Tom Knotts Sandy Bahan Jim Gasaway Dave Boeck Cindy Gordon

MEMBERS ABSENT

Andy Sherrer Erin Williford Chris Lewis

A quorum was present.

STAFF MEMBERS PRESENT

Susan Connors, Director, Planning &
Community Development

Jane Hudson, Principal Planner

Janay Greenlee, Planner II

Roné Tromble, Recording Secretary

Larry Knapp, GIS Analyst II

Leah Messner, Asst. City Attorney

Ken Danner, Subdivision Development

Manager

David Riesland, Traffic Engineer Terry Floyd, Development Coordinator

Item No. 2, being:

CONSENT DOCKET

Chair Bahan announced that the Consent Docket consisted of the following items:

Item No. 3, being:

APPROVAL OF THE SEPTEMBER 10, 2015 REGULAR SESSION MINUTES

Item No. 4, being:

SFP-1516-1 – CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY ZAXBY'S (CARTER ENGINEERING CONSULTANTS, INC.) FOR LADY DI FOR PROPERTY LOCATED AT THE NORTHEAST CORNER OF CLASSEN BOULEVARD AND IMHOFF ROAD.

Item No. 5, being:

COS-1516-3 - CONSIDERATION OF A NORMAN RURAL CERTIFICATE OF SURVEY SUBMITTED BY ALEC BASS (SMC CONSULTING ENGINEERS, P.C.) FOR <u>BASS FARM</u> FOR PROPERTY GENERALLY LOCATED ON THE WEST SIDE OF INDIAN MERIDIAN APPROXIMATELY ½ MILE SOUTH OF TECUMSEH ROAD.

Item No. 6, being:

PP-1516-6 - CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY BILL NEFF (ANCHOR ENGINEERING) FOR MARIETTA COURT, A TOWNHOUSE PLAT (PREVIOUSLY KNOWN AS ABUMARK ADDITION) FOR PROPERTY GENERALLY LOCATED AT 1508 24TH AVENUE S.E.

Item No. 7, being:

PP-1516-7 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY WALL STREET PLACE, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR <u>A REPLAT OF BLOCK 14, WESTPORT PROFESSIONAL PARK ADDITION, SECTION 4</u> FOR PROPERTY GENERALLY LOCATED ON THE SOUTH SIDE OF TEE DRIVE BETWEEN 26TH AVENUE N.W. AND WALL STREET.

Item No. 8, being:

PP-1516-8 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY FARZANEH DEVELOPMENT L.L.L.P. (SMC CONSULTING ENGINEERS, P.C.) FOR <u>EAGLE CLIFF SOUTH ADDITION</u> FOR PROPERTY GENERALLY LOCATED APPROXIMATELY 1/4 MILE WEST OF 12TH AVENUE S.E. AND 1/2 MILE SOUTH OF CEDAR LANE ROAD.

Item No. 9, being:

PP-1415-23 — CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY CEDAR LANE, L.L.C. (ARC ENGINEERING CONSULTANTS, L.L.C.) FOR <u>CEDAR LANE ADDITION</u> FOR PROPERTY GENERALLY LOCATED SOUTH OF CEDAR LANE ROAD AND NORTH OF POST OAK ROAD ON THE WEST SIDE OF THE BNSF RAILROAD TRACKS.

Chair Bahan asked if any member of the Commission wished to remove any item from the Consent Docket. There being none, she asked whether any member of the audience wished to remove any item from the Consent Docket. There being none, she asked for discussion by the Planning Commission.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Jim Gasaway moved to approve the Consent Docket as presented, with the Condition of Approval on Item No. 9. Dave Boeck seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Dave Boeck, Cindy Gordon

NAYES None

MEMBERS ABSENT Andy Sherrer, Erin Williford, Chris Lewis

Ms. Tromble announced that the motion, to approve the Consent Docket as presented, passed by a vote of 6-0.

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Item No. 3, being:

APPROVAL OF THE SEPTEMBER 10, 2015 REGULAR SESSION MINUTES

The minutes were approved as presented on the Consent Docket by a vote of 6-0.

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Item No. 4, being:

SFP-1516-1 - CONSIDERATION OF A SHORT FORM PLAT SUBMITTED BY ZAXBY'S (CARTER ENGINEERING CONSULTANTS, INC.) FOR <u>LADY DI</u> FOR PROPERTY LOCATED AT THE NORTHEAST CORNER OF CLASSEN BOULEVARD AND IMHOFF ROAD.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Short Form Plat
- 3. Staff Report
- 4. Transportation Impacts
- 5. Exhibit A Utility Easements
- 6. Exhibit B Dumpster Easement
- 7. Exhibit C Dumpster Easement

The Short Form Plat for <u>LADY DI</u> was recommended for approval by the City Council on the Consent Docket by a vote of 6-0.

Item No. 5, being:

COS-1516-3 – Consideration of a Norman Rural Certificate of Survey submitted by Alec Bass (SMC Consulting Engineers, P.C.) for <u>BASS FARM</u> for property generally located on the West side of Indian Meridian approximately $\frac{1}{2}$ mile south of Tecumseh Road.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Norman Rural Certificate of Survey
- 3. Staff Report
- 4. Request for Variance for Private Roadway Width
- 5. Greenbelt Commission Comments

The Norman Rural Certificate of Survey for <u>BASS FARM</u> was recommended for approval by the City Council on the Consent Docket by a vote of 6-0.

Item No. 6, being:

PP-1516-6 - CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY BILL NEFF (ANCHOR ENGINEERING) FOR MARIETTA COURT ADDITION, A TOWNHOUSE PLAT (PREVIOUSLY KNOWN AS ABUMARK ADDITION) FOR PROPERTY GENERALLY LOCATED AT 1508 24th Avenue S.E.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Preliminary Plat
- 3. Staff Report
- 4. Transportation Impacts
- 5. Preliminary Site Plan
- 6. Pre-Development Summary
- 7. Greenbelt Commission Comments

The Preliminary Plat for <u>MARIETTA COURT ADDITION</u>, <u>A Townouse Plat</u> was recommended for approval by the City Council on the Consent Docket by a vote of 6-0.

Item No. 7, being:

PP-1516-7 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY WALL STREET PLACE, L.L.C. (SMC CONSULTING ENGINEERS, P.C.) FOR <u>A REPLAT OF BLOCK 14, WESTPORT PROFESSIONAL PARK ADDITION, SECTION 4</u> FOR PROPERTY GENERALLY LOCATED ON THE SOUTH SIDE OF TEE DRIVE BETWEEN 26TH AVENUE N.W. AND WALL STREET.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Preliminary Plat
- 3. Staff Report
- 4. Transportation Impacts
- 5. Request for Alley Waiver
- 6. Preliminary Site Plan
- 7. Pre-Development Summary
- 8. Greenbelt Commission Comments

The Preliminary Plat for <u>A Replat of Block 14, WESTPORT PROFESSIONAL PARK ADDITION, SECTION 4</u> was recommended for approval by the City Council on the Consent Docket by a vote of 6-0.

Item No. 8, being:

PP-1516-8 – CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY FARZANEH DEVELOPMENT L.L.L.P. (SMC CONSULTING ENGINEERS, P.C.) FOR <u>EAGLE CLIFF SOUTH ADDITION</u> FOR PROPERTY GENERALLY LOCATED APPROXIMATELY 1/4 MILE WEST OF 12TH AVENUE S.E. AND 1/2 MILE SOUTH OF CEDAR LANE ROAD.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Revised Preliminary Plat
- 3. Staff Report
- 4. Transportation Impacts
- 5. Request for Variance of the Cul-de-Sac Length
- 6. Preliminary Site Plan
- 7. Pre-Development Summary
- 8. Greenbelt Commission Comments

The Preliminary Plat for <u>EAGLE CLIFF SOUTH ADDITION</u> was recommended for approval by the City Council on the Consent Docket by a vote of 6-0.

Item No. 9, being:

PP-1415-23 - CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY CEDAR LANE, L.L.C. (ARC ENGINEERING CONSULTANTS, L.L.C.) FOR <u>CEDAR LANE ADDITION</u> FOR PROPERTY GENERALLY LOCATED SOUTH OF CEDAR LANE ROAD AND NORTH OF POST OAK ROAD ON THE WEST SIDE OF THE BNSF RAILROAD TRACKS.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Preliminary Plat
- 3. Staff Report
- 4. Transportation Impacts
- 5. Preliminary Site Plan of Commercial Area
- 6. Well Site Plan (6 pages)
- 7. Letter re Greenbelt Commission Comments
- 8. Pre-Development Summary
- 9. Greenbelt Commission Comments

The Preliminary Plat for <u>CEDAR LANE ADDITION</u> was recommended for approval by the City Council on the Consent Docket, with the following Condition of Approval: "Prior to City Council approval several intersections must be revised in order for oil well work over rigs to be able to travel to the well sites.", by a vote of 6-0.

Item No. 10, being:

O-1415-43 - MICHAEL MILLER REQUESTS SPECIAL USE FOR A TYPE I BED AND BREAKFAST ESTABLISHMENT FOR PROPERTY CURRENTLY ZONED R-1, SINGLE FAMILY DWELLING DISTRICT, LOCATED AT 2107 WESTWOOD DRIVE.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Postponement Memo
- 3. Request for Postponement
- 4. Excerpt of September 10, 2015 Planning Commission Minutes

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Jim Gasaway moved to postpone Ordinance No. O-1415-43 to the November 12, 2015 Planning Commission meeting. Tom Knotts seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS

Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Dave Boeck, Cindy Gordon

NAYES

None

MEMBERS ABSENT

Andy Sherrer, Erin Williford, Chris Lewis

Ms. Tromble announced that the motion, to postpone Ordinance No. O-1415-43 to the November 12, 2015 Planning Commission meeting, passed by a vote of 6-0.

Item No. 11, being:

O-1516-16 – GREENWAVE, L.L.C. REQUESTS VACATION AND CLOSURE OF THE NORTH FIVE FEET OF THE SIXTY-FOOT WIDTH RIGHT-OF-WAY OF IOWA STREET LYING ADJACENT TO THE SOUTH LINE OF LOTS 27, 28, 29 AND 30, BLOCK FIVE, NORMAN HEIGHTS ADDITION, LOCATED AT THE NORTHWEST CORNER OF IOWA STREET AND LAHOMA AVENUE.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Staff Report
- 3. Petition
- 4. Exhibit A Plat of Survey
- 5. Exhibit B Right-of-way Vacation Exhibit
- 6. Legal Description

PRESENTATION BY STAFF:

- 1. Ken Danner The applicant has made a request for a partial closure of public right-of-way, specifically on lowa Street, five feet in width. It has to do with the fact that a house was built over the property line in the 1930s. This is impacting the title of the property. Staff is not opposed to this. Typically, this would be classified under our current regulations as a local street with 50 feet of right-of-way; it was platted with 60 feet. We are in favor of the closure.
- 2. Mr. Knotts Would it make sense to make this for the entire block or the entire street? Mr. Danner They would have to request that. This is the applicant on its own merit. Mr. Knotts It seems like that little piece, at least have a consistent block.

PRESENTATION BY THE APPLICANT:

1. Sean Rieger – Aaron Stiles, an attorney, is actually the representative on this. He apologizes he could not be here tonight. He asked me to fill in. So I'm just here to answer any auestions. I think Mr. Danner covered it very well. Fairly straightforward.

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to recommend adoption of Ordinance No. O-1516-16 to the City Council. Roberta Pailes seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Dave Boeck, Cindy Gordon

NAYES None

MEMBERS ABSENT Andy Sherrer, Erin Williford, Chris Lewis

Ms. Tromble announced that the motion, to recommend adoption of Ordinance No. O-1516-16 to the City Council, passed by a vote of 6-0.

Item No. 12a, being:

R-1516-20 — TOMMIE & RUBY MONTGOMERY TRUST REQUESTS AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM LOW DENSITY RESIDENTIAL TO OFFICE DESIGNATION FOR APPROXIMATELY 0.18 ACRES OF PROPERTY LOCATED AT THE SOUTHEAST CORNER OF N. BERRY ROAD AND W. ROBINSON STREET.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Staff Report
- 3. Pre-Development Summary
- 4. Greenbelt Commission Comments

and

Item No. 12b, being:

O-1516-15 – TOMMIE & RUBY MONTGOMERY TRUST REQUESTS REZONING FROM R-1, SINGLE FAMILY DWELLING DISTRICT, TO RO, RESIDENCE-OFFICE DISTRICT, FOR APPROXIMATELY 0.18 ACRES OF PROPERTY LOCATED AT THE SOUTHEAST CORNER OF N. BERRY ROAD AND W. ROBINSON STREET.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Staff Report
- 3. Site Plan

PRESENTATION BY STAFF:

Janay Greenlee – Tommie and Ruby Montgomery Trust are requesting a 2025 Land Use and Transportation Plan amendment from Low Density Residential to Office Designation at the southeast corner of North Berry and West Robinson. This is the subject tract and existing land use - Low Density Residential. This is the proposed, going to Office Designation. And also rezoning from R-1, Single Family, to RO, Residence-Office District. Again, the subject tract and the existing zoning. The lot is vacant and has been vacant for the last 60 years, basically since Woodslawn filed their final plat on September 17, 1952. The R-1 zoning district was applied when we adopted the zoning ordinance July 13, 1954. Since then it has never been developed. I think we're familiar with this area. This is what they're proposing; they're proposing a 1,800 square foot residential style office building. The access will be off of Berry and aligned with the access to Circle K that's directly across the street. Five parking spaces located in the rear. There will be a privacy fence on the east side and the south side. The apron that was poured on Robinson will be closed and they will just directly access off of Berry. This is the site itself. Across the street -University of Oklahoma North Base. Across the street to the west is Circle K and this amazing little office complex that's been many different restaurants and different types of uses over the years. Behind that is the Specialty Care Norman Regional Hospital, which is RM-6. This is looking south onto Berry. This is directly behind the proposed rezoning and land use amendment, the singlefamily house. The back yard will abut their back yard. This is at the corner of Berry and Robinson. This is looking from Robinson onto the lot looking south.

Because this lot has never been developed into single family residence, probably for good reason – the traffic there at that corner, staff does support both the rezoning, Ordinance No. O-1516-15, and Resolution No. R-1516-20.

- 2. Mr. Knotts Will the apron off of Robinson be just not used, or will it be removed and the curb reestablished?
 - Ms. Greenlee They're saying that they're going to close that access.
 - Mr. Knotts So what does that mean?
 - Ms. Greenlee It won't be used; it won't be developed as a driveway.
 - Mr. Knotts But that apron will still be there?
- Ms. Greenlee I'm not sure. Maybe Traffic could address that. But as far as the access, they will not develop a driveway off of that.

3. Ms. Gordon – Were there any complaints from the neighbors that you know about?

Ms. Greenlee – Nobody came to the Pre-Development. No complaints. I don't even think we had a call.

PRESENTATION BY THE APPLICANT:

1. Sean Rieger, representing the applicant – I just want to show you very briefly what it will look like. That's what Janay had shown you on the plan, so you see how it aligns with the house to the right. We've tried to align it. It's only 1,800 square feet – the proposed office, really in keeping with the size of the structure. So the parking lot in the back is shielded with this fence right here. There is a garage off the back so, Commissioner Knotts, to kind of answer your question, there really is no possibility of even entering on this side up here. So if they were to pull in there it would be on the grass and they would be immediately cited I think pretty quickly by the City. I don't know what their plans are as to whether to close that or not, but there's really no possibility of using that. That's the site plan again. I think Janay showed you that. This is the actual office – very small little office. There's a garage – takes up a large bit of it. And then just a couple of offices inside. This is what it's going to look like. This is the Berry elevation – looking at it from Berry. Very much like a house next to the residential neighborhood. No protests. Nobody came to Pre-Development at all. We've heard virtually nothing on this item. So we would request your approval. I'm happy to answer any questions you have.

AUDIENCE PARTICIPATION:

None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Jim Gasaway moved to recommend adoption of Resolution No. R-1516-20 and Ordinance No. O-1516-15 to the City Council. Tom Knotts seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Dave Boeck, Cindy Gordon

NAYES None

MEMBERS ABSENT Andy Sherrer, Erin Williford, Chris Lewis

Ms. Tromble announced that the motion, to recommend adoption of Resolution No. R-1516-20 and Ordinance No. O-1516-15 to the City Council, passed by a vote of 6-0.

Item No. 13a, being:

O-1516-17 – GOLDEN TWINS, L.L.C. REQUESTS AMENDMENT OF THE PUD ESTABLISHED IN ORDINANCE NO. O-1314-56 TO AMEND THE SITE PLAN AND PUD NARRATIVE FOR PROPERTY LOCATED AT 1305 TRIAD VILLAGE DRIVE.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Staff Report
- 3. PUD Narrative with Exhibits

and

Item No. 13b, being:

O-1516-19 - GOLDEN TWINS, L.L.C. REQUESTS VACATION AND CLOSURE OF THE 25' PLATTED BUILDING LINE ALONG TRIAD VILLAGE DRIVE FOR PROPERTY LOCATED AT 1305 TRIAD VILLAGE DRIVE.

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Staff Report
- 3. Final Plat

Chair Bahan announced that the applicant has requested that this item be postponed to the November 12, 2015 Planning Commission meeting.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Mr. Boeck asked to be recused on this item.

Tom Knotts moved to postpone Ordinance No. O-1516-17 and Ordinance No. O-1516-19 to the November 12, 2015 Planning Commission meeting. Jim Gasaway seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS

Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Cindy Gordon

NAYES

None

MEMBERS ABSENT

Andy Sherrer, Erin Williford, Chris Lewis

RECUSED

Dave Boeck

Ms. Tromble announced that the motion, to postpone Ordinance No. O-1516-17 and Ordinance No. O-1516-19 to the November 12, 2015 Planning Commission meeting, passed by a vote of 5-0.

Item No. 14a, being:

R-1415-84 — SHAZ INVESTMENT GROUP, L.L.C. AND RIEGER, L.L.C. REQUEST AMENDMENT OF THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN FROM VERY LOW DENSITY RESIDENTIAL DESIGNATION TO MIXED USE DESIGNATION FOR APPROXIMATELY 760 ACRES OF PROPERTY GENERALLY LOCATED NORTH OF POST OAK ROAD ON BOTH THE EAST AND WEST SIDES OF 36^{11} Avenue S.E. (SE $\frac{1}{4}$ OF Section 10, Township 8 North, Range 2 West; E $\frac{1}{2}$ OF Section 15; and W $\frac{3}{4}$ Of the S $\frac{1}{2}$ OF Section 14).

and

Item No. 14b, being:

O-1415-33 — SHAZ INVESTMENT GROUP, L.L.C. AND RIEGER, L.L.C. REQUEST REZONING FROM A-2, RURAL AGRICULTURAL DISTRICT, TO PUD, PLANNED UNIT DEVELOPMENT, FOR APPROXIMATELY 760 ACRES OF PROPERTY GENERALLY LOCATED NORTH OF POST OAK ROAD ON BOTH THE EAST AND WEST SIDES OF 36TH AVENUE S.E. (SE $\frac{1}{4}$ OF SECTION 10, TOWNSHIP 8 NORTH, RANGE 2 WEST; E $\frac{1}{2}$ OF SECTION 15; AND W $\frac{3}{4}$ OF THE S $\frac{1}{2}$ OF SECTION 14).

ITEMS SUBMITTED FOR THE RECORD:

- 1. Location Map
- 2. Postponement Memo
- 3. Request for Postponement
- 4. Excerpt of Minutes of July 9, 2015 Planning Commission

Chair Bahan announced that the applicant has requested that these items be postponed to the December 10, 2015 Planning Commission meeting, rather than the November meeting as originally requested.

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Dave Boeck moved to postpone Resolution No. R-1415-84 and Ordinance No. O-1415-33 to the December 10, 2015 Planning Commission meeting. Tom Knotts seconded the motion.

There being no further discussion, a vote on the motion was taken with the following result:

YEAS Roberta Pailes, Tom Knotts, Sandy Bahan, Jim Gasaway,

Dave Boeck, Cindy Gordon

NAYES None

MEMBERS ABSENT Andy Sherrer, Erin Williford, Chris Lewis

Ms. Tromble announced that the motion, to postpone Resolution No. R-1415-84 and Ordinance No. O-1415-33 to the November 12, 2015 Planning Commission meeting, passed by a vote of 6-0.

Item No. 15, being:

MISCELLANEOUS COMMENTS

1. Mr. Gasaway reminded everyone to vote on Norman Forward on Tuesday, October 13, and to drive safely on their way to Dallas, and beat Texas!

* * *

Item No. 16, being:

ADJOURNMENT

Dave Boeck moved to adjourn. Tom Knotts seconded the motion. There being no further comments from Commissioners or staff, and no further business, the meeting adjourned at 6:48 p.m.

Norman Planning Sommission